

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 11 Mayth 2009 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Councillor Philip Bignell

Councillor Diana Cockrill
Councillor John Curtis
Councillor Ken Gardner
Councillor David Harries
Councillor Brenda Inch

Councillor Alan Kent
Councillor Brian King
Councillor Paul Phillips
Councillor Cherry Pilcher
Councillor Neil Sturdy
Councillor Terry Ward

IN ATTENDANCE

Mrs Catherine Parry - Clerk to the Council

7 Members of the Public
Councillor G. Smith (District)
Officer Jen Harrison (Police
Community Liaison Officer)
Kara Luck (SNC)

APOLOGIES FOR ABSENCE

Apologies were accepted from:

Councillor John Bignell
Councillor David Jeffery
Councillor Jonathan Shribman
Councillor Joan Kirkbride

Reason:

Illness
Holiday
Work commitment
Another parish council
commitment

ABSENT

None

ANNUAL MEETING OF THE PARISH COUNCIL

PC09/5/84 ELECTION OF CHAIRMAN

It was proposed by Councillor Kent that Councillor P. Bignell continue to act as Chairman. This was seconded by Councillor Cockrill and, as there were no other nominations, accepted unanimously by a show of hands. Councillor Bignell was duly elected and signed the declaration of acceptance of office.

PC09/5/85 ELECTION OF VICE CHAIRMAN

The Chairman then proposed Councillor Harries to continue as Vice Chairman and this was seconded by Councillor Inch. There were no other nominations, all were in favour and Councillor Harries was duly elected as Vice Chairman.

PC09/5/86 RE-ADOPTION OF STANDING ORDERS

The standing orders were re-adopted in their existing form.

PC09/5/87 APPOINTMENT OF EXTERNAL AUDITORS

BDO Stoy Hayward were re-appointed as the external auditors.

PC09/5/88 REPRESENTATIVES OF COMMITTEES WORKING PARTIES AND OTHER ORGANISATIONS

It was unanimously agreed that Neighbourhood Watch should be added to the list, and that Councillor Sturdy should be the council's representative at Neighbourhood Watch meetings. It was also agreed that Councillor Ward would join the Churchyard Extension Working Party.

PDB

MONTHLY MEETING**PC09/5/89 DECLARATIONS OF INTEREST**

No interests were declared.

PC09/5/90 POLICE MATTERS

A A mobile police surgery will be held in the Church car park on Thursday 14th May between 11.00am and 6.00pm. Anti-theft information packs will be handed out to visitors. The notification of this has been forwarded for posting on the website, and to the Neighbourhood Watch prospective co-ordinator.

Note: the Clerk has since learned that this will be moved to the afternoon – between 1.00pm and 4.00pm

RESOLVED: To publicise this on noticeboards and the Link website.

ACTION: Clerk

B A report was given on the meeting held on 6th May at which a Neighbourhood Watch scheme was set up. The co-ordinator will be Mrs Rose Berkshire, and councillors were invited to join the scheme.

C Officer Harrison told the council that she was at the meeting to offer support to the youth council's application for a youth shelter in the village. She was asked whether the police could do anything about parking around the chicane outside Butts Hill garage, but explained that since parking had been decriminalised, the County Council was the correct authority to approach, unless there is an actual obstruction of the highway. If there is a parking and visibility problem by the chicane, then yellow lines would appear to be the answer, and this is a matter for the County Council as highway authority.

PC09/5/91 MINUTES

The minutes of the meeting held on 13th April 2009 were approved as a correct record and duly signed by the Chairman.

PC09/5/92 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A	Village of the Year	Councillor Curtis and Councillor Harries reported that the judges had seemed impressed with the village and its facilities on the day they had visited.	PC09/4/073

PC09/5/93 PUBLIC QUESTION TIME

The meeting was adjourned between 7.51 pm and 8.19 pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC09/5/94 YOUTH MATTERS

A The Chairman reported on the meeting held on 30th April with members of the Youth Council and Laurie Berruto with regard to the request for a youth shelter in the village. The Council considered the representations made by the youth council both at that meeting and during the earlier public question time at the present meeting. Kara Luck from South Northants Council gave some information about the types of goal end and multi-use games area (MUGA) and confirmed that if the council was prepared to look at different types of funding for the youth shelter and for the MUGA, it would be possible to have both.

The council were impressed with the points put forward by the young people, but acknowledged that there would be reservations from the organisations using the playing field, and that nothing could happen without their consent. It was agreed that any management committee composed of young people should include several who live in Bugbrooke to ensure that they retain an interest in seeing any facility well managed and cared for.

RESOLVED That if Bugbrooke Sports and Community Association was willing to consider the applications in principle which would be discussed at its next meeting on Wednesday 13th May, the council would support a shelter together with a MUGA

ACTION Parish Council at its next meeting

B The "Contact Point" development worker for YMCA has asked for details of voluntary youth organisations. Contact Point is a directory which will store basic information on all children and

young people in England until they are 18. It is part of the government's "Every Child Matters" programme. The council agreed that in view of concerns about security, this information would not be provided

RESOLVED To ask the YMCA to check the information they need from the Link website.

ACTION Clerk

- C Playbuilder Funding information has been send by Kara Luck at SNC. This is aimed at open play areas for 8-13 year olds and is payable on completion of the project. Does the council want to look into this further?

RESOLVED There would not appear to be any suitable schemes for which this funding could be used at present.

ACTION Clerk to tell Kara Luck accordingly

PC09/5/95 **NEW CHURCHYARD EXTENSION**

- A The Chairman reported on the meeting of the working party held on 16th April.

- B A letter has been sent to the Jesus Fellowship asking them to consider parting with a piece of land running adjacent to Trent Valley. No reply has yet been received.

RESOLVED: The Clerk will chase the response after a further week.

ACTION: Clerk

PC09/5/96 **PLAY AREA AT PRIMARY SCHOOL**

- A A draft lease has been received from the County Council. A report on its contents was given to the councillors. The opening times were questioned, since it was understood that the area would be available for use until the caretaker (or other key holder) locked the school gates, which would be at about 6.00pm during term time. It should also be available during the school holidays.

RESOLVED: Authority was given to the Clerk to proceed with the lease, as amended by the Clerk and as referred to above.

ACTION: Clerk

- B Authority was required for the Clerk to deal with this matter, rather than for outside solicitors to be appointed.

RESOLVED Authority was given to the Clerk to deal with the matter herself

ACTION Clerk

- C A site visit is needed to check the dimensions and to confirm that the equipment to be considered, actually fits safely within that area.

RESOLVED The Clerk should contact Lapsett to confirm that the area suggested by the County is of sufficient size to accommodate the equipment.

ACTION Clerk

PC09/5/97 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

- A Further concern has been expressed to the County Council about the road narrowing feature at the foot of Butts Hill. Various parishioners have mentioned that some cars have run over it owing to the lack of lighting at night. The County representative has promised to look at improving the lighting at night in that area. Yellow lines have been requested, and a further reflective feature will be suggested to the County.

RESOLVED: To keep pressing the County to review the safety aspects of this feature

ACTION: Clerk

- B The 20mph zone is not indicated at West End, so that car drivers are not aware of it as they enter the High Street. This has been reported. Councillor Kent reported that drivers entering the village seem to be driving more slowly around the bend into the High Street, but there is no difference in the speed of drivers leaving the village.

RESOLVED To ask the Speed Watch policeman to monitor the situation.

ACTION Councillor Kent

- C The gates at the top of Camp Hill have been moved back, as requested, and visibility has been improved. The bus stop by the primary school has not yet been replaced.

RESOLVED To chase the County Council to replace this.

ACTION Councillor Cockrill.

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PC09/5/98 **PLANNING**

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
Info	S/2009/0076/P Adams	Heyford Fields Marina	Amendment to plan to include gate to access public footpath	<i>Not acceptable, because it does not show a kissing gate in the correct location</i>
Info	S/2009/0129/P Bastin	36 Oaklands	Enclosure of land to extend private garden by means of 1.8m high close boarded fence	<i>Permission by SNC</i>
Info	S/2009/0154/P Furniss	4 Johns Road	Single storey rear extension	<i>Permission by SNC</i>
Info	S/2009/0860/0861 Rowan-Hamilton	Bugbrooke Downes House	Withdrawal of previous application	<i>Presumably because the later one was approved</i>
New	S/2009/0350/P Swingler	68 Johns Road	Change of flat roof to pitched roof on front elevation (KG)	<i>No comments</i>

PARISH MATTERS:

PC09/5/99 Anti-fouling signs. Nordis Industries has verbally quoted £135.00 (inc VAT) for 3 x A4 size signs, each on a single 3 metre post, with base plates, clips and caps. With installation, this would rise to £347.30. The clerk has asked Roger Clarke what he would charge for installation, and has received a quote for £187.80 inc. VAT. This is not much of a saving (about £25.00). Councillor Cockrill said that the situation was not too bad at the moment on the play areas, so signs would probably not be needed yet. Other anti-fouling signs had been posted on lamp posts by (possibly) Kay Tarry or the district council.

RESOLVED: Councillor Cockrill is to monitor the situation.

ACTION: Councillor Cockrill

PC09/5/100 How best to make use of the meeting room at Jubilee House. Is more contact needed between Jubilee House and the community? This might be something which Village Mapping might be involved with.

RESOLVED: To approach the owners with a view to discussing how to make more use of this facility.

ACTION: Clerk and others as appropriate.

PC09/5/101 Email correspondence has been received in connection with inconsiderate parking in Lime Grove. The parishioners have contacted the County Council, and the County's reply will be a useful template in the case of further issues of this kind.

RESOLVED: The clerk is to adapt the County's reply for future use where necessary.

ACTION: Clerk

PC09/5/102 **AFFORDABLE HOUSING**

An update has been requested from Laura Welch. She has the name of another contact at the Diocese, and will chase him up, but thinks that they might be prevaricating to see what might be the outcome of the consultations on the draft interim planning policy. This might enable the release of that land for market housing, which will obviously increase its value.

PC09/5/103 **CONSULTATIONS**

A Draft supplementary planning document, "Affordable Housing". Consultation expires 21st May.

B Interim Rural Housing Planning Policy. Consultation expires 30th May 2009.

Both consultation documents were discussed at length.

RESOLVED:

1. To respond to the Affordable Housing consultation to the effect that 50% was too high a percentage of affordable housing (60% of the 50% being social rented, potentially). 40% would be more acceptable and would avoid the element of social engineering which in extreme cases might change the nature of the community.
2. To set up a meeting of the development working party to prepare the response needed to the Interim Rural Housing Planning Policy document and to report the response to the full Council at the next meeting.

ACTION:

1. Clerk
2. Clerk in consultation with the development working party.

- PC09/5/104 **VILLAGE OF THE YEAR COMPETITION**
 A See notes in "Report on Matters Previously Raised"
- PC09/5/105 **NEIGHBOURHOOD WATCH**
 The Chairman reported on the inaugural meeting on 6th May. Councillor Sturdy will represent the NHW on the Council.
- PC09/5/106 **HIGHWAYS**
 A The Chairman reported on the event held by Northants County Council on 23rd April to give information about the County's future plans for the Transport and Highways service.
 B There is still a pot hole on the Litchborough Road, under the railway bridge
 C There is a sunken drain near the garage in Butts Hill
RESOLVED To report B and C above to Street Doctor.
ACTION: Clerk
- PC09/5/107 **FOOTPATHS COMMITTEE**
 The Chairman reported on the proceedings of the Footpaths Committee which met at 7.00pm.
- PC09/5/108 **CORRESPONDENCE**
1. For Action-
- | <u>No.</u> | <u>Item</u> |
|------------|---|
| A | Mid Northants Parishes AGM – 28 th May 2009 at Bugbrooke Community Centre, at 7.30pm. The minutes will be available for inspection.

RESOLVED Councillor Curtis will represent the Council at this.
ACTION: Councillor Curtis |
| B | Bugbrooke Sports and Community Centre AGM – 13 th May 2009 at 7.30pm.
RESOLVED The Chairman and Vice Chairman will attend this
ACTION: Chairman and vice chairman |
| C | NCALC – March/April update, annual fee invoice and details update form.
RESOLVED The subscription will be paid
ACTION: Clerk |
| D | Information Commissioner's office has sent a DVE to enable the council to check that it is complying with its responsibilities under the Freedom of Information Act.
RESOLVED To review this.
ACTION: Clerk |
| E | SNC volunteer forum leaflets for posting on noticeboards
RESOLVED To post these on the notice boards
ACTION: Clerk |
| F | South Northants Volunteer Bureau newsletter.
RESOLVED N/A
ACTION: N/A |
| G | Equality and Human Rights Commission pamphlet about the council's duty not to discriminate against any particular group.
RESOLVED The Clerk would review this.
ACTION: Clerk |
| H | Online Playgrounds brochure.
RESOLVED N/A
ACTION: N/A. |
| I | Emergency planning seminar – 7 th July at Daventry.
RESOLVED The Clerk would attend this
ACTION: Clerk |
| J | NALC information email. Clerk required authority to buy the new Arnold Baker book when it is published in June.
RESOLVED The Clerk is authorised to buy the latest edition when it is published.
ACTION: Clerk |
| K | An email had been received from the NCC volunteer carer scheme. They are short of volunteers and would like to publicise this in the Link and on noticeboards.
RESOLVED That this would be publicised accordingly
ACTION: Clerk |

PTB

2. For Report –

- | <u>No.</u> | <u>Item</u> |
|------------|---|
| A | Conservative Party Policy Green Paper no. 9 – “Control Shift, returning power to local communities”. |
| B | Northants 50+ Network is holding an event on 20 th May, for people over 50. This has been posted on the website. |
| C | Notices of County Council and European Parliament elections have been received and posted on the boards and on the website. |
| D | Alzheimer’s Society newsletter |
| E | South Northants Homes major works briefing paper. |
| F | Queensbury Shelters brochure |
| G | Kompan brochure (play equipment) |
| H | Bison Hi-Viz brochure |

FINANCIAL MATTERS

- PC09/5/109 A **Monthly Budget Spent Figures**
Monthly budget spent figures were circulated
RESOLVED: Noted
ACTION: N/A
- PC09/5/110 B Approval of Annual Return
RESOLVED: That approval be postponed until the next meeting to enable the clerk to check some figures
ACTION: Clerk
- PC09/5/111 C End of year figures to 31st March 2009
RESOLVED: These were approved
ACTION: N/A
- PC09/5/112 D Letter from Mrs Stone asking the council to cover the cost of the bouncy castle at the church fete
RESOLVED: That this is not something which the parish council feels that it can commit itself to every year and that the request should regretfully be declined.
ACTION: Clerk.
- PC09/5/113 G **Accounts for Payment**
Accounts for payment were submitted as follows:

Chq no	To whom	Service rendered	Amount	Vat
965	AH Contracts	Emptying of waste bins – to 30.4.09	£296.98	£38.74
949	E.On	March Electricity charges (note: this cheque was drawn for the January invoice, but this had already been paid).	£296.38	£38.66
966	BSACA	Room Hire January-March 2009 Parish Office Rental April-June 2009	£48.00 <u>£240.00</u> £288.00	
967	Mr A. Walton	Litter picking April – 5 weeks x 4 hours 20 hours @£6.25 =£125 (less 20% tax)	£100.00	
972	HM Revenue & Customs	Tax (CP £91.20 & AW £25.00) NI (CP – April) £ .71	£116.20	
968	NCALC	Annual Subscription Internal Audit Service	£433.56 <u>202.86</u> £636.42	
S/O	Mrs C.J. Parry	Clerk’s salary-- to 31.3.09	£364.47	
969	Mid Northants Parishes	Contribution towards running costs	£20.00	
971	Falcon Copiers	Rental May-July 2009 Copying Charges (NB this may be reduced)	£169.77 £29.00	£22.14 £3.79
970	PW Warden	Grass Cutting March 2009 (1 @ £276) Grass Cutting April 2009 (2 @ £276)	£276.00 <u>£552.00</u> £828.00	£36.00 <u>£72.00</u> £108.00
N/A	Petty Cash	Note: this was not required	£100.00	

RESOLVED: That all the accounts presented for payment be approved.
ACTION: Clerk.

PC09/5/114

DATE OF NEXT ORDINARY MEETING-
Monday 8th June 2009

*There being no further business the Chairman closed the meeting
at
9.47pm*

End of Minutes

CHAIRMAN:

P J B. Gully

DATE:

8/6/2009

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APPENDIX A – MATTERS RAISED DURING PUBLIC QUESTION TIME
PARISH COUNCIL MEETING 11TH MAY 2009

1. Councillor G. Smith commented on the poor visibility of the chicane at the foot of Butts Hill, and asked what was to be done about this. He was informed that the County Council had been told that an improvement was required and that this was apparently in hand.
2. Mrs Berkshire introduced herself as the new co-ordinator for the Neighbourhood Watch Scheme, and invited new volunteers to join the scheme. The offer of funding from the parish council was appreciated, but would not be needed at present.
3. Members of the youth council and Kara Luck from SNC were present in support of the application for the youth shelter. Kara described how the Youth Opportunities Fund would work, in connection with the funding of the shelter, and confirmed that no money would be required from the parish council. A suitable location would be required, and the chairman explained that the parish council was not able to supply any land. It would be for the Sports and Community Association to consider whether this would be acceptable.
4. Mr R. Smith, as chairman of BSACA, asked various questions, noting the concerns about anti-social behaviour, which had spoiled previous facilities for users. The youth council representatives were confident that if a MUGA were to be installed, there would be enough for people to occupy themselves, and this would avoid anti-social behaviour, which tends to arise from boredom.
5. Councillor Curtis said that if the application were successful, the youth council or similar youth group should be required to provide regular reports as to the use of the facility. He asked Officer Harrison why the police were in favour of a youth shelter. She said that anti-social behaviour is often perceived, rather than a reality, and a shelter would keep groups of youths together, so that if they were causing a nuisance, they could easily be moved on by the police. She is not aware that cars travelling across playing fields to shelters located on fields, is a problem, but the location of any shelter must be carefully considered at the planning stage, and she can advise the council who to contact at the police, who can advise them on this. It is best if the shelter is overlooked.
6. There were various observations from councillors about possible vandalism, and Officer Harrison confirmed that the crime prevention and planning officers would be pleased to assist in considering the best locations to keep this to a minimum.

